



ANNUAL MEETING OF CRAVEN DISTRICT COUNCIL

in the Belle Vue Suite, Belle Vue Square, Skipton
at 7pm on Tuesday 23rd May 2017

Members of the Council are summoned to consider the following business

Note : Any Member who wishes to ask a question is asked to give notice by no later than Noon on the day before the Council Meeting. This will give those answering questions time to produce a response. Otherwise written answers may be given after the meeting.

AGENDA

1. **Apologies for absence**
2. **Election of Councillor** – Report of the Returning Officer on the result of the casual vacancy election to the Aire Valley with Lothersdale Ward held on 4th May 2017.
3. **Welcome to New Member** – The Chairman to extend a welcome to the newly elected Member for the Aire Valley with Lothersdale Ward.
4. **Chairman's Address**
 - (a) Chairman's Address
 - (b) Presentation to Chairman's Lady
 - (c) Thanks to Outgoing Chairman
5. **Election of Chairman for the 2017/18 Municipal Year**
 - (a) Election of Chairman
 - (b) Investiture of Chairman with Insignia of Office and presentation of Past Chairman's
 - (c) Badge
 - (d) Declaration of Acceptance of Office by new Chairman.
 - (e) Announcement of Chairman's consort
 - (f) Chairman's acceptance speech.

6. **Election of Vice-Chairman for the 2017/18 Municipal Year**

- (a) Election of Vice-Chairman for 2017/18.
- (b) Investiture of Vice-Chairman with Insignia of Office.
- (c) Declaration of Acceptance of Office by new Vice-Chairman.

7. **Minutes** - To confirm the minutes of the Ordinary meeting of Council held on 25th April 2017

8. **Public Participation** – In the event that any questions are received, the public participation session will proceed for a period of up to fifteen minutes. Anyone participating will be allowed one related supplementary question.

9. **Declarations of Interest** – All Members are invited to declare at this point any interests they have on items appearing on this agenda, including the nature of those interests.

(Note: Declarations should be in the form of:

a “***disclosable pecuniary interest***” under Appendix A to the Council’s Code of Conduct, or “other interests” under Appendix B or under Paragraph 15 where a matter arises at the meeting which relates to a financial interest of a friend, relative or close associate.

A Member of Council who has a disclosable pecuniary interest must leave the room and not take part in the discussion or vote. When declaring interests under Appendix B or Paragraph 15 of the Code, Members may stay in the meeting must move to the public seating, but not vote, and speak only if members of the public are also allowed to speak at the meeting.)

10. **Chairman’s Announcements** – (If any)

11. **Recommendations of Selection Committee** – Minutes containing recommendations for debate and confirmation by Council arising from meetings of Committees. (To follow)

Minute SEL.82 – Committees Etc. Allocation of Places.

Minute SEL.83 – Office Holders and Member Champions – Appointment

Minute SEL.84 – Representatives on Outside Bodies

12. **Statement by the Leader of the Council** – The Leader of the Council will deliver his statement. When the Statement has been made, Members will be invited to ask questions of the Leader.

13. **General Question / Statement Time** – This is an opportunity for Members to raise awareness of issues that may be affecting their Ward, and are of general interest or importance, by making a statement or asking a question.

*[Note: Council Procedure Rule 11.4 covers this item. A Member must give **notice by noon on the day before the meeting** to the Democratic Services Unit of any issue to be raised. The time limit for dealing with matters under this Rule is up to 15 minutes in total,*

with no individual item taking more than 5 minutes. Timings may be varied at the Chairman's discretion.]

Agenda Contact Officer: Andrew Mather, Member Support Manager,
1 Belle Vue Square, Broughton Road, Skipton
15th May 2017.

Emergency Evacuation Procedure

In the event of an emergency or if the alarm sounds, leave the meeting room and go outside through one of the doors to the rear or front of the building. The best doors to use are the ceremonial entrance to the front of the building or the emergency exit to the rear of the building.

Please go straight to the assembly point, which is in the main square at the front of the building near the pedestrian access from Broughton Road. An officer will take a roll call at that point.

Please do not leave without telling the Chairman of the meeting or one of the Democratic Services' representatives that you are leaving.

COUNCIL MEETING

25th April 2017

Present – The Chairman (Councillor Moorby) and Councillors, Baxandall, Brockbank, Dawson, Foster, Heseltine, Hull, Ireton, Jaquin, Lis, Madeley, Mason, Mercer, Morell, Mulligan, Myers, Pighills, Place, Rose, Shuttleworth, Solloway, Staveley, Sutcliffe, Thompson, Welch and Whitaker.

Officers – Chief Executive, Solicitor to the Council and Monitoring Officer, Strategic Manager Financial Services (S151 Officer), Director of Services and Member Services Manager.

Apologies for absence were received from Councillors Barrett, Graham, and Harbron

Start: 7pm

Finish: 8.00 pm

CL.949

MRS PATRICIA FAIRBANK

The Chairman welcomed Mrs Patricia Fairbank to the meeting. Since the last meeting of Council Mrs Fairbank had taken the decision to stand down as Councillor for the Aire Valley and Lothersdale ward due to ill health. Her attendance at this meeting provided a fitting opportunity to thank Mrs Fairbank for her seventeen years of service to the ward and district and for colleagues to say farewell.

Mrs Fairbank spoke warmly of her time on the Council and her involvement with the parish councils within her ward. Mrs Fairbank thanked the Chairman, councillors, officers and members and clerks of parish councils for their assistance over the years and the people of Aire valley and Lothersdale for placing their trust in her.

The Council Leader-Councillor Foster, Councillor Heseltine; Councillor Solloway Councillor Ireton, Councillor Mulligan Councillor Madeley and Councillor Myers spoke to pay tribute to Mrs Fairbank's work as a councillor and praised her tenacity, independence, sound judgement and sense of humour. Her hard work and persistence had earned her the universal respect of colleagues and her community.

The Chairman concluded by presenting Mrs Fairbank with a bouquet of flowers on behalf of the Council, whilst the Conservative Group presented a picture and floral gift.

CL.950

MINUTES OF COUNCIL MEETING

Resolved – That the minutes of the Meeting of Council held on 21 February 2017 are confirmed as a correct record and signed by the Chairman.

CL.951

CHAIRMAN'S ANNOUNCEMENTS

The Chairman circulated a list of events attended since the last meeting of Council.

The Chairman permitted Councillor Rose to offer her thanks to officers for the organisation of the Skipton Triathlon..

CL.952

RECOMMENDATIONS OF COMMITTEES

Recommendations from meetings of the Policy Committee held on 7th March 2017 and 11th April 2017 were submitted for confirmation.

(Note: For each minute the motion was proposed and seconded “That the recommendations in the minutes are confirmed”).

(a) POL.819 Capital Programme Monitoring – Quarter 3 2016/17

Resolved – That the recommendations at Minute POL.819 are confirmed.

(b) \$POL.820 Acquisition of Section 106 Shared Ownership Dwellings

Resolved – That the recommendations at Minute \$POL.820 are confirmed.

(c) POL.824 Community Housing Fund

Resolved – That the recommendations at Minute POL.824 are confirmed.

(d) POL.825 Planning Fees and Planning Team Enhancement

Resolved – That the recommendations at Minute POL.825 are confirmed.

CL.953

Appointment of Independent Persons to the Standards Committee

The Solicitor to the Council and Monitoring Officer submitted a reporting the nomination of three Independent Persons for appointment to the Standards Committee.

Resolved -

1. To re-appoint Mr John Boumphrey as an Independent Person to the Standards Committee for a second four year term (to Annual Council 2021);
2. To appoint Mr Peter Charlesworth as an Independent Person to the Standards Committee for a four year term (to Annual Council 2021); and
3. To appoint Mr Roger Millin as a reserve Independent Person to the Standards committee for a one year term (to Annual Council 2018).

CL.954

CALENDAR OF MEETINGS 2017/18

The Members Services Manager submitted a report presenting the draft Calendar of Meetings for 2017/18.

Resolved – The Calendar for 2017/18, be approved incorporating changes set out in the report.

CL.955

STATEMENT FROM THE LEADER OF THE COUNCIL

The Leader of the Council, Councillor Foster presented a short report covering the Skipton Triathlon, changes to refuse collection services, the forthcoming Tour-de-Yorkshire, Town all events and election staff preparations for the County Council elections on 4th May.

Councillor Heseltine commented on damage to the Town Hall caused by a serious leak whilst the roof was being refurbished and the inconvenience that repairs were causing to the Town Council. Councillor Heseltine suggested that the Town Council would submit a claim. Councillor Madely also commented on the damage to the Town Hall and suggested that health and safety issues should be looked at as a matter of urgency.

CL.956

STATEMENT FROM LEAD MEMBERS AND CHAIRMEN OF COMMITTEES

Councillor Lis as Lead Member for Greener Craven presented a report on the introduction of the new refuse and recycling collection system. Councillor Lis praised staff involved in the changes

A number of members spoke positively about the successful introduction of the system and thanked Councillor Lis and officers.

Councillor Stavely as Chairman of Select Committee reported that the committee had not yet concluded its review of shared ownership but would do so early in the new municipal year.

CL.957

GENERAL QUESTION / STATEMENT TIME

Councillor Solloway asked the following questions of Councillor Lis, Lead Member for a Greener Craven, of which he had given prior notice.

1) Given that as a result of charging for householders for builders and DIY waste, North Yorkshire County Council have made hundreds of thousands of pounds in revenue across the county, while our authority along with other District Councils has had to hire in specialist equipment to deal with fly tipped waste, would the portfolio holder agree that the cost of this has been passed from the County Council to the Districts, and would he welcome getting some kind of reimbursement from them?

Answer

- Members may be aware that North Yorkshire County Council introduced charging from the 4th August 2014 for builders rubble brought to its Household Waste Recycling Centres. This charging applied to all users.
- Members may be further aware that officers monitor fly tipping including that of builders' rubble quarterly. Analysis of that information since 2011/12 has revealed the following –

Year	Fly Tipping Numbers	Fly Tipping Numbers which were specifically builders rubble
2011/12	115	9
2012/13	86	60
2013/14	92	15
2014/15	119	14
2015/16	113	21
2016/17	236	36

- Fly tipping of builders' rubble has remained similar to previous years since 2014 with the exception of 2016/17 which shows an increase of 22 cases but this is very much in keeping with fly tipping general showing a marked increase in 2016/17. These increases for 16/17 may be 'blip' or part of a general trend. Officers will continue to monitor.
- Therefore the trends are inconclusive at present as to whether the charge being made by the County Council has brought a significant increase in fly tipping of builders' rubble resulting in an extra financial burden to this Council in clearing of the waste.

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2) *As a result of removing and rationalising recycling bring sites, the existing sites are prone to become overloaded and littered at peak times, and would he support a temporary increase in their capacity and their cleaning to cope with this?*

Answer

- Members will remember that a decision was made to reduce the number of bring sites across the district to 6 with the reason being that as householders were given recycling blue bins their need was significantly reduced and residents had also access to Household Waste Recycling Centres
- It is true that on some of the retained bring sites the volume of waste has significantly increased resulting in the need of increased collections and the need for clearing of the overspill.
- From speaking to officers a significant use is being made of these bring sites by commercial entities who have not made their own arrangements for the collection and disposal of their waste – 'Controlled Waste'
- It is the duty under the Environmental Protection Act 1990 and related legislation that businesses legally dispose of any waste produced from their businesses.

- I therefore do not support as a temporary measure an increase in capacity of these sites as such an action would merely result in additional containers being filled and businesses not meeting their statutory obligations regarding disposal.
- We are currently evaluating all retained 'bring sites' which will be a subject of a report being presented at a future Policy meeting.

Councillor Ireton asked the following question of Councillor Mulligan, Chairman of Spatial Planning Committee, of which he had given prior notice.

Is the Council progressing a policy for a contribution to education? We are seeing many applications coming forward where the Education Authority are consulted and on more than one occasion they have asked for a developers contribution put the planning committee are told that the Council doesn't have a policy.

Answer

The Local Plan will include an education contribution policy. The Planning Policy Team and colleagues NYCC Children's Services Department have worked closely together to develop the policy that the Education Authority are happy with and will support education facilities across our communities.

Councillor Thompson, with the permission of the Chairman, made a statement as Council representative on the Yorkshire Dales leader Group. Councillor Thompson reported that grants of £400,000 had been made to local businesses in the area for the generation of jobs and business improvement. Three businesses in Craven had received over £100,000, one of which had generated eight jobs. Members were asked to contact Councillor Thompson if they were aware of any businesses that might benefit from a grant.

Chairman.

SELECTION COMMITTEE

15th May 2017

Present – The Chairman of the Council (Councillor Moorby) and Councillors Barrett, Dawson, Foster, Heseltine, Madeley, Mason, Mercer, Mulligan, Myers, Pighills, Staveley and Sutcliffe. Also in attendance Councillors Brown, Jaquin and Morrell.

Officers – Solicitor to the Council, Member Services Manager and Committee Officer.

Start: 6.30pm

Finish: 7.20pm

The minutes of the meeting held on 16th May 2016 were confirmed and signed by the Chairman.

Minutes for Decision

SEL.82 **COMMITTEES ETC – ALLOCATION OF PLACES 2017/18**

The Member Services Manager submitted a report informing Members of the allocation of committee and sub-committee seats under the committee structure for 2017/18. The Committee was asked to recommend appointments in accordance with the Council’s Constitution and the preferences of the Political Groups.

For the purposes of political proportionality in allocating committee seats, one Independent Member continued to be affiliated to the Conservative Group. During the course of the Committee’s deliberations Councillor Brown stated his wish that he be appointed to the Planning Committee.

RECOMMENDED – That the Annual Council Meeting approves the membership of the committees, sub-committees and panels, filling those vacancies shown, as appropriate, in the Policy, Scrutiny and Regulatory Elements of the committee structure, including substitutes where mentioned, as set out below:

POLICY ELEMENT

Policy Committee (15)

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Brockbank	Barrett	Madeley
Foster	Heseltine	Vacant
Dawson	Morrell	
Hull		
Ireton		Others
Lis		Jaquin
Mulligan		
Myers		
Welch		
Substitutes 3 per Group:		
Graham (Con)	Pighills (Ind)	Mercer (Lab)
Thompson (Con)	Solloway (Ind)	Rose (Lab)
Whitaker (Con)	Shuttleworth (Ind)	

OVERVIEW AND SCRUTINY ELEMENT**Select Committee (12)**

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Graham	Pighills	Mercer
Mason	Shuttleworth	
Moorby	Solloway	
Staveley		
Sutcliffe		One seat to be filled at Council
Thompson		
Whitaker		

REGULATORY ELEMENT**Audit and Governance Committee (9)**

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Brockbank	Barrett	Rose
Harbron	Morrell	
Hull		
Lis		
Whitaker		One seat to be filled at Council
Co-opted Independent Person : Greg Robinson (Term of Office 3 Years Expiring May 2020)		

Licensing Committee (12) and Licensing and Appeals Sub-Committee (3 from pool of 12)

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Graham	Heseltine	Madeley
Ireton	Solloway	
Moorby		
Mulligan		Others
Myers		Baxandall
Thompson		Jaquin
Welch		

Planning Committee (12)

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Brockbank	Heseltine	Rose
Dawson	Shuttleworth	
Harbron		Others
Lis		Baxandall
Mason		
Place		
Sutcliffe		
Thompson		

Substitutes 2 per Group		
Ireton (Con)	Barrett (Ind)	Madeley (Lab)
Welch (Con)	Morrell (Ind)	

Standards Committee (5)

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Ireton	Solloway	Mercer
Mason		
Whitaker		
Four Parish Council Members (non-voting) : Hazel Chatwin, Pamela Heseltine, Michael Rooze and Robert Stead		
The Independent Person (John Boumphrey, First substitute – Peter Charlesworth, Second substitute – Roger Millin) is not a member of the Committee.		

Recruitment and Appeals Panel (3 from pool of 10)

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Brockbank	Barrett	Madeley
Foster	Heseltine	
Harbron		
Lis		One seat to be filled at Council
Myers		
Staveley		

COUNCIL APPOINTED SUB-COMMITTEE**Statutory and Senior Officers Employment Committee (5)**

Conservative (and aligned Independent) Group	Independent Group	Labour Group
Foster	Solloway	Madeley
Mulligan		
Myers		

SEL.83

APPOINTMENT OF OFFICE-HOLDERS LEAD MEMBERS AND CHAMPIONS

The Member Services Manager submitted a report asking Members to recommend to the Annual Council Meeting the Members to be appointed to the offices listed below. Details of the generic role and responsibilities for lead members and member champions had been circulated with the Member Services Manager's report.

Resolved – (1) That the appointment of Members to the following positions is deferred to the Annual Meeting of Council:-

Deputy Leader of Council.
Member Champion for Older People.

RECOMMENDED – (2) That the Annual Meeting of the Council appoints the following Members to fill the offices shown in 2017-18:-

Leader of the Council : Councillor Foster
Chairman of Select Committee : Councillor Staveley
Vice-Chairman of Select Committee : Councillor Whitaker
Chairman of Standards Committee : Councillor Ireton
Vice-Chairman of Standards Committee : Councillor Mason
Chairman of Audit and Governance Committee : Councillor Harbron
Vice-Chairman of Audit and Governance Committee : Councillor Brockbank
Chairman of Planning Committee : Councillor Sutcliffe
Vice-Chairman of Planning Committee : Councillor Dawson
Chairman of Licensing Committee : Councillor Myers
Vice-Chairman of Licensing Committee : Councillor Moorby

(3) That the Annual Meeting of Council appoints Members to Lead Member roles for 2017-18 as follows:

- Affordable Housing – Councillor Foster.
- Financial Resilience (includes Asset Management) – Councillor Mulligan.
- Enterprising Craven – Councillor Myers
- Greener Craven – Councillor Lis.
- Internal Services – Councillor Dawson.
- Resilient Communities – Councillor Brockbank.

(4) That the Annual Meeting of the Council appoints the following Members to be Member Champions for the topics indicated for 2017-18:

- Armed Forces – Councillor Brockbank
- Children and Younger People – Councillor Graham
- Equalities – Chairman of Standards Committee (Councillor Ireton)
- Member Training and Development – Councillor Dawson

SEL.84

REPRESENTATIVES ON OUTSIDE BODIES
- APPOINTMENTS AND NOMINATIONS

The Member Services Manager submitted a report listing outside bodies to which the Council needed to appoint, re-appoint representatives, or make nominations, taking account of the effect of political proportionality. Details of the appointments which would continue to go with office or ward unless otherwise agreed were also reported.

Resolved – (1) That, with the exception of the appointment to the Campaign for the Protection of Rural England listed at (2) below and the change in the appointment to the North Yorkshire Police and Crime Panel recommended at (3) below, the continuing appointments shown in the Member Services Manager's report now presented, are noted.

(2) That the appointment of representatives to the following bodies is deferred to the Annual Meeting of Council:-

- a. Campaign for the Protection of Rural England - Ribblesdale and North Craven : Term of Office : until the Member's current term of office ends.

b. Parking and Traffic Regulation Outside London Joint Committee (one appointee)

RECOMMENDED – (3) That the following representatives are appointed, re-appointed or nominated to hold office on the bodies named below for one year until the next Annual Meeting of the Council, unless otherwise stated

(a) Political Proportionality Appointments

Airedale Internal Drainage Board (plus an Environmental Health Officer)
Councillors Brown, Mason, Shuttleworth and Sutcliffe.

Community Safety Partnership Local Delivery Team
Councillor Staveley

Coulthurst Craven Sports Centre
Councillor Harbron

Friends of the Craven Museum
Councillor Madeley

Leeds-Morecambe Community Rail Partnership
Councillor Brockbank

North Yorkshire County Council – Craven Area Committee
Councillor Sutcliffe

North Yorkshire Police and Crime Panel
Councillor Barrett
Term of Office: Four year term of office or until the Member's current term of office ends.

Reserve Forces and Cadets' Association for Yorkshire and the Humber
Councillor Hull

Yorkshire Housing Group - Craven Area Committee
Councillors Heseltine, Lis and Jaquin.
Term of Office: Three year term of office ending on the date of the Group's Annual Meeting in September 2020.

Yorkshire Screen Commission
Mr Piers Tempest.

(b) Ward Based Appointments

Forest of Bowland Area of Outstanding Natural Beauty Joint Advisory Committee
(1) Councillor Thompson (substitute: Brockbank) (Bentham, Ingleton and Clapham, Settle and Ribble Banks Wards)

Greatwood and Horse Close Estate Committee
Councillors Heseltine and Solloway
(Skipton South Ward)

Heysham Power Station Local Liaison Council
Councillor Brockbank
(Bentham, Ingleton and Clapham Wards)

Hospital of James Knowles Trust
Councillor Moorby
(Hellifield and Long Preston Ward)

Settle Area Swimming Pool Committee
Councillor Hull
(Settle and Ribble Banks, Hellifield and Long Preston and Penyghent Wards)

Settle Freight Quality Partnership
Councillors Hull and Staveley
(Settle and Ribble Banks and Penyghent Wards)

Chairman